



Meeting Minutes

Network Meeting 2003, 29- 30 May 2003, Jacksonville, FL

Attendees:

	Board	Steering Committee	Others
CANA	<input checked="" type="checkbox"/> Bob Newkirk	<input checked="" type="checkbox"/> John Stiner	
CAHA / FORA / WRBR	<input type="checkbox"/> Larry Belli	<input checked="" type="checkbox"/> Jim Ebert	Steve Harrison
CALO	<input type="checkbox"/> Bob Vogel	<input type="checkbox"/> Jeff Cordes	Michael Rikard
CASA / FOMA	<input type="checkbox"/> Gordie Wilson	<input checked="" type="checkbox"/> Dave Parker	
CHAT	<input type="checkbox"/> Kevin Cheri	<input checked="" type="checkbox"/> Michelle Mitchell	Dan Sholly
COSW	<input type="checkbox"/> Martha Bogle	<input checked="" type="checkbox"/> Theresa Yednock	
CUIS	<input checked="" type="checkbox"/> Art Frederick	<input checked="" type="checkbox"/> John Fry	
FOFR	<input type="checkbox"/> Mike Tennent	<input type="checkbox"/>	Kim Coons
FOPU	<input checked="" type="checkbox"/> John Breen	<input type="checkbox"/> Cliff Kevill	
FOSU / MOCR / CHPI	<input checked="" type="checkbox"/> John Tucker	<input checked="" type="checkbox"/> Sandy Pusey	
HOBE	<input checked="" type="checkbox"/> Mark Lewis	<input type="checkbox"/>	
KEMO	<input checked="" type="checkbox"/> John Cissell	<input type="checkbox"/> Willie Johnson	
MOCR	<input type="checkbox"/> Ann Childress	<input type="checkbox"/>	
OCMU	<input checked="" type="checkbox"/> Jim David	<input type="checkbox"/> Guy LaChine	
TIMU / FOCA	<input checked="" type="checkbox"/> Barbara Goodman	<input checked="" type="checkbox"/> Shauna Ray Allen	Richard Bryant
SECN	<input checked="" type="checkbox"/> Larry West	<input checked="" type="checkbox"/> Joe DeVivo	
SERO			Sherri Fields
CESU		<input type="checkbox"/> Ray Albright	

Meeting Notes

1. **State of the Network:** Joe gave a presentation on the status of the network as mapped out in both the FY 2003 work plan and the *Draft Study Plan*. The presentation can be downloaded from the Southeast Coast Network Home Page at: <http://www.nature.nps.gov/im/units/nw14/networkmeeting2003.htm>. Key notes include the following:
 - a. **Inventory Updates:** Of the ~67 inventories identified in the draft study plan, 46 are currently under contract. Twelve more (all bat inventories) will be under contract following selection of contractors based on preproposals approved during the technical committee breakout sessions (discussed below). Additionally, half of the bird inventories are being conducted at no cost by Georgia Department of Natural Resources. All ongoing inventories are on target for completion as planned. Highlights from ongoing inventories:
 - i. **Herps:** This season is the best sampling year on record due to the end of the regional drought. Results from the project will be presented at an upcoming international herp meeting to be held in Brazil
 - ii. **Fish:** The contractor has concentrated early efforts on data mining to identify and georeference voucher specimens that have been recorded at or near NPS units within the Network. To date they have received more than 165,000 records from 18 institutions. Of those records more than 11,000 have been determined to occur on or near Network parks. Sampling at four parks (TBD) should commence this summer.
 - iii. **Plants.** Plant inventories are beginning at FOFR, FOSU, and CASA/FOMA. Joe met with the contractor conducting the inventories at COSW and OCMU to discuss reporting and database management issues; both inventories are proceeding as planned.
 - iv. **Small Mammals:** Proceeding ahead of schedule. MOCR sampling completed, CHAT nearly complete. KEMO, COSW to start soon.
 - b. **Data Management:**
 - i. **Data Manager:** The position has been advertised. We received more than 200 applications for the position (and two other regional data manager positions). Goal is to have someone selected and reporting by August 1. This is approximately six months later than planned for in the FY2003 work plan.
 - ii. **Voucher Identification:** Roughly 7,000 county-level fish records were acquired from the Georgia and Florida Museums of Natural History. The degree to which these records are relevant to network parks is as yet undetermined, though. A large portion of this has been “tacked on” to contracts for small mammal and fish inventories. Data should be available to the Network by the end of the FY for use in future scoping sessions.
 - iii. **Database Template:** A database template has been developed to assist with data reporting and management needs on inventory projects. It has been designed to allow contractors to enter data in one place to facilitate integration with NPSpecies, ANCS+, and ArcView while at the same time providing “canned” reports to assist with species list generation and voucher specimen label printing. It has been developed for the Plant, Herp, and Small Mammal inventories. It has also been modified to accommodate data management for sea turtle monitoring being conducted at CUIS.
 - c. **Budget for FY2004 (the “Shock and Awe” portion of the meeting):** The following is being requested in the FY2004 budget, which is a year earlier than anticipated. These numbers represent full

funding for the Vital Signs Monitoring Program less \$150,000 (because we received that amount in FY03).

i. **Inventory Funds:** \$223,600

ii. **Vital Signs Monitoring Funds:** \$1,116,000 (BASE funding for the Network)

iii. **Total:** \$1,339,600.

iv. **FTEs:** Expected to be between 2-4 new FTEs for FY04 if funded at requested levels.

2. **Vital Signs Monitoring Program:** Prior to discussion of the VS program, Larry West gave an overview of notes from the National IMAC meeting that occurred in mid-May. Included in his notes was an announcement that the Network will be receiving near-full funding in FY2004, which is a year *earlier* than anticipated. This will mean an increase in the network budget to nearly \$1.4 million next year, with the possibility of an additional 2-4 FTEs. After the initial “Shock and Awe” of this had subsided, we scrapped the agenda and focused the remaining time on (a) discussing exactly what the Vital Signs Program was and how we are supposed to design one, and (b) setting priorities for next year’s and out-year work plans so that the Network can effectively spend the anticipated dollars while meeting the expectations placed on us by WASO.

a. **Overview of Vital Signs Program.** A brief primer can be viewed on the Network Web Page at: <http://www.nature.nps.gov/im/units/nw14/VitalSignsPrimer.htm>.

i. **Multi-Phase Approach:**

ii. **FY2004 Expectations (Assuming full funding):**

b. **Identified Needs, with Board-Approved Sideboards :**

i. **Data Mining:** Required as a part of conceptual model development. Some discussion took place on how much data mining was useful.

ii. **Vegetation Mapping:** Recognized as a large priority for all parks as only COSW has a recently-completed veg map. We want to ensure that maps are of high enough detail to be of use to both resource managers and the Vital Signs planning process.

iii. **Landscape/Watershed-Scale Impact Characterizations :** Based on Joe’s interviews with NR staff at five parks, this is quickly becoming a “universal” among parks in the network – impacts from outside the boundaries of Network parks play a significant and under-understood role in influencing Park natural resources. The Board agreed with the concept of looking outside our boundaries to (a) assimilate historical and ongoing data into our planning process, (b) conduct historical land use analysis, and (c) identify and quantify potential threats to NPS resources. One of the challenges the TSC must face will be to come up with reasonable “areas of influence”.

iv. **Additional Inventories:** Potential inventories include (a) major taxonomic groups (plants, fish, mammals, birds, herps) at parks that were not included in the *Draft Study Plan*, and (b) additional inventories of taxa or communities of management concern (such as invertebrates, seagrass...). The Board requested that a prioritized list of projects be developed.

v. **Conceptual Modeling:** A conceptual model (or models) is required as a part of the Phase I report due at the end of FY2004. There was much discussion about what exactly a conceptual model is, and a general consensus that we needed a little more guidance on how to proceed.

vi. **GIS Cleanup:** Recognized as a general problem that needs to be tackled, but worry exists that it won’t be equally useful to all parks. This was recognized as a general problem that extended beyond the Network. Sheri Fields (SERO) indicated she would try and tackle this at the regional level. Joe (hopefully clearly) indicated that this was also a problem recognized by the

I&M program and that overcoming this problem was one of the goals of the Monitoring Program, and one that we will be addressing head-on in the future.

- vii. **Staffing Recommendations:** Bob Newkirk suggested that the Technical Steering Committee consider placing one of the new Network FTEs be located at one of the smaller parks in the Savannah / Charleston area (no Board decision made in this regard). The Board did request a staffing plan as a part of the 2004 work plan, however.

3. Breakout Sessions:

a. Technical Steering Committee:

- i. **Bat Proposals:** Bat proposals were selected from the preproposals from which to develop cooperative agreements. We are still waiting for one proposal from the Cumberland Island Museum before making final decisions, but the proposals selected will allow us to cover all parks included in the RFP (including COSW, FOPU, and FOSU/CHPI, which were not included in the Draft Study Plan).
- ii. **NPSpecies Point of Contact:** The TSC agreed to recommend designating the network Data Manager (when hired) as the NPSpecies Point of Contact for all parks within the region, pending clarification from WASO on whether parks / people who currently have editing rights will retain those rights. The point of contact is for communication between WASO and the parks (not between the parks and cooperators). The mechanics of the relationship will be spelled out in an amendment to the Charter to be recommended at a later time. A draft copy of the designation agreement is located on the network web site (the meeting notes are under the “News” section) or at:
<http://www.nature.nps.gov/im/units/nw14/Downloads/NPSpeciesPOCamendmentDRAFT.doc>

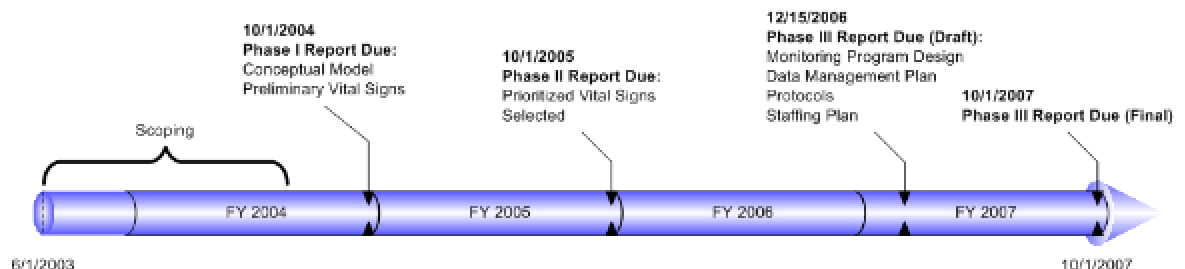
b. Superintendents & Executive Board:

- i. **Board Elections:** Bob Newkirk (CANA) has been elected as the new board Chair, replacing Barbara Goodman. Mark Lewis (HOBE) has been elected to fill Bob’s position.

4. Action Items:

a. Network Coordinator:

- i. **Examples of conceptual models:** Examples (and an explanation of the process) are now available on our web site at:
http://www.nature.nps.gov/im/units/nw14/conceptual_modeling.htm
- ii. **List of Useful Web Sites:** Requested by Mark Lewis. This has been added to the “Links” page on the Network Web Site.
- iii. **Visual Representation of Timeline and Milestones for Program Development:** Here ‘tis...



b. Technical Steering Committee (Expectations given by Board):

- i. Elect a Chair, and if desired an executive committee

- ii. **Develop a draft workplan for FY2004:** With the Network staff that meets the identified needs listed above, and within the limits / expectations given by the Board.
- iii. **Coordinate with Network coordinator & staff:** to manage this process throughout the year in the future.
- iv. **Travel and Time Considerations:** should be should be budgeted for.

5. Next Meetings :

- a. **Technical Steering Committee Conference Call:** Set for 9:00, Wednesday June 18. Details to follow.
- b. **Technical Steering Committee Meeting:** To be held tentatively at or near FOPU on the 15th-17th of July. Specifics to be discussed at the 6/18 conference call, but the goals of the meeting are to do some scoping with external experts to get some guidance on framing a SOW for developing one or more Network conceptual models, and hammer out some of the specifics for the FY2004 work plan.